

## **FREDERICK COUNTY ETHICS COMMISSION**

c/o Office of the County Attorney  
Winchester Hall  
12 East Church Street  
Frederick, Maryland 21701  
fcec@FrederickCountyMD.gov

### **ETHICS COMPLAINT FORM**

#### Instructions:

- Please type or print the information requested.
- Use of this form is not mandatory, but all of the information requested below should be provided when a complaint is made.
- Anonymous complaints are not accepted.
- The Ethics Ordinance is found in Chapter 1-7.1 of the County Code of Ordinances. A link to the Ordinance is provided on the Ethics Commission's website.
- Additional information about the procedures for resolving complaints may be found in the Ethics Commission's Standard Operating Procedures, which are also on the Ethics Commission's website.

#### Information about the Complainant:

Name of person making the complaint: \_\_\_\_\_

Address:

\_\_\_\_\_

Email

address:

\_\_\_\_\_

Telephone number(s):

Home: \_\_\_\_\_

Cell: \_\_\_\_\_

Work: \_\_\_\_\_

Preferred method of communication: \_\_\_\_\_

Information about the complaint:

Provide the specific provision of the Ethics Ordinance that you believe has been violated:

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Name of official or employee who is the subject of the complaint: \_\_\_\_\_

Describe the facts and circumstances that support the complaint. (Provide as much detail as possible. Attach additional pages if necessary.)

Witnesses:

Identify any witnesses who have personal knowledge of the facts and circumstances related to the complaint:

1.     Name: \_\_\_\_\_  
       Address: \_\_\_\_\_  
       Email address: \_\_\_\_\_  
       Telephone number(s): \_\_\_\_\_  
       Relevant information: \_\_\_\_\_
  
2.     Name: \_\_\_\_\_  
       Address: \_\_\_\_\_  
       Email address: \_\_\_\_\_  
       Telephone number(s): \_\_\_\_\_  
       Relevant information: \_\_\_\_\_
  
3.     Name: \_\_\_\_\_  
       Address: \_\_\_\_\_  
       Email address: \_\_\_\_\_  
       Telephone number(s): \_\_\_\_\_  
       Relevant information: \_\_\_\_\_

I hereby affirm under the penalty of perjury that the contents of this complaint, including any attachments, are true and correct to the best of my knowledge, information and belief.

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Complainant's Signature

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Date